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Title: Data Services @ The Library

Author(s): Finnell, Joshua Eugene

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# Data Services @ The Library



Joshua Finnell



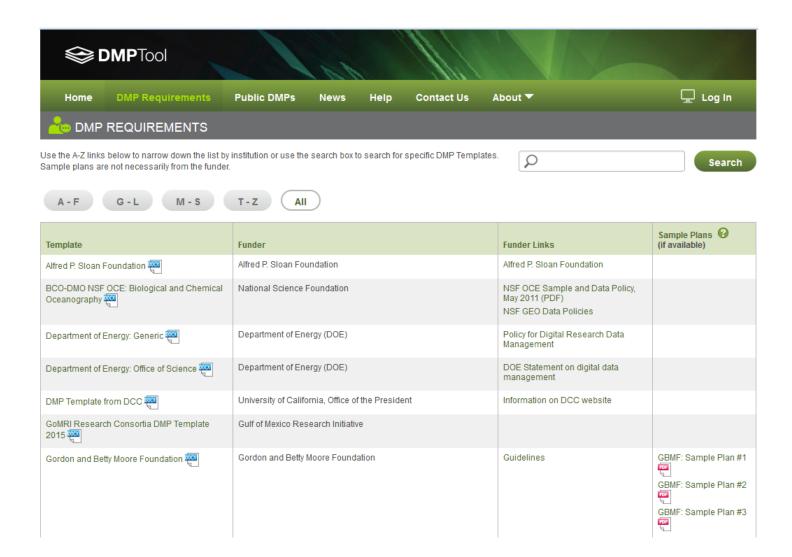


### **Importance of Data Management?**

- 1. Meet funding agency requirements
- 2. Protect federal investment in research and development
- 3. Ensure that research data and records are accurate, authentic, and reliable and reproducible
- 4. Minimize risk of data loss
- 5. Prevent duplication of effort by sharing your data

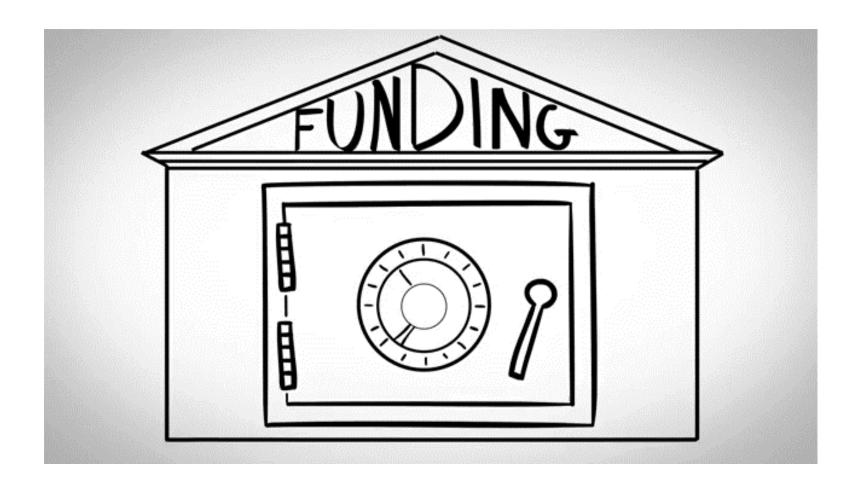


### **Funding Agency Requirements**





# **Data Management Plans**





# Metadata & File Formats Best Practices

#### Examples of discouraged format choices and better alternatives:

Discouraged Format	Alternative Format
Excel (.xls, .xlsx)	Comma Separated Values (.csv)
Word (.doc, .docx)	plain text (.txt), or if formatting is needed, PDF/A (.pdf)
PowerPoint (.ppt, .pptx)	PDF/A (.pdf)
Photoshop (.psd)	TIFF (.tif, .tiff)
Quicktime (.mov)	MPEG-4 (.mp4)





RDA | Metadata Directory



### **Storing and Sharing Data**









http://lanl.libguides.com/datamanagement